

**Local Elected Officials Meeting
Helen City Hall
February 23, 2017
9:00 AM**

MINUTES

The Local Elected Officials (LEOs) met on Thursday, February 23, 2017, at 9:00 a.m. at the City Hall in Helen, Georgia.

CALL TO ORDER

Vice Chairman Lamar Paris of the Local Elected Officials (LEOs) called the meeting to order and thanked everyone for attending. A quorum was established. The following members were present:

Members Present and County Represented

Lamar Paris, Vice Chairman (Union County)
Victor Anderson (Habersham County)
Thomas Bridges (Franklin County)
Jim Conley (City of Blairsville)
Chris Dockery (Lumpkin County)
James Grogan (City of Dawsonville)
Jimmy Hooper (Banks County)
Todd Levent (Forsyth County)
Billy Thurmond (Dawson County)
Travis Turner (White County)

GMRC Staff Present

Heather Feldman, Executive Director
Peggy Lovell, Executive Assistant
John Phillips, WorkSource Director

MINUTES

The wrong meeting minutes were copied in the packet, so the minutes from the September 27, 2016 meeting will need to be voted on at the next meeting.

BRIEF EXPLANATION OF DUTIES OF LEO BOARD

John Phillips, WorkSource Georgia Mountains Director explained that the composition of the LEO Board is all 13 County Commission Chairmen and two selected Mayors from the Georgia Mountains Region. The Chief Local Elected Official (CLEO) is the Chairman elected by the LEO Board. The CLEO dictates and chooses the members of the Workforce Development Board (WD Board) and signs financial documents such as grants and checks for WorkSource. The LEO Board meets on an as needed basis.

The WD Board deals with the day-to-day operations of WorkSource. This Board's composition must be 51% of the Workforce sector such as private businesses/Chamber of Commerce and entities with hiring capabilities. This Board meets on a quarterly basis. If a county's representative on the WD Board is not attending regularly, they may be replaced by the LEO Board.

The WorkSource Budget must be approved by the WD Board and also the LEO Board. During the year, if there was ever any overspending of funds, it would revert back to the counties. Also every four years, a One-Stop operator must be voted on and this decision needs to be voted on today.

OLD BUSINESS

No Old Business

NEW BUSINESS

Election of LEO Officers

With Mike Berg, former CLEO, not running for reelection for his county seat, the LEO Board needs to elect a new CLEO. The LEO Bylaws states that 75% need to be present to elect the CLEO. Due to the fact that there is not 75% present, this election will have to be done at a later date.

Members discussed the difficulty of having a quorum at the LEO meetings due to everyone's busy schedule and some having to drive long distances and spending so much time on the road. It was asked about the possibility of meeting by webcam or vote by proxy. Mr. Phillips stated that the Attorney General made the decision that neither is allowed. Some members stated that our Legislators and Attorney General needed to be contacted to see if this could be changed.

LEO Update Bylaws

A redlined copy of the LEO Bylaws had previously been sent to LEO members for their review. When the Audit was performed by Georgia Department of Economic Development-Workforce Division, they recommended that these two changes be added to the Bylaws.

The first change states that no more than one mayor shall represent a single county in the local workforce development area. Since some of our counties have more than one city per county, this needed to be clarified.

The second change states that any over spending by WorkSource would be the responsibility of the counties. There has never been any overspending but Federal Law states that if this should happen it would be the liability of the petitioning governments. Questions were asked about if there was any overspending how would the amount be divided up; by population or amount spent in that particular county? The LEO Board was concerned that the Bylaws either needs to state the Federal Law this pertains to or have more clarification and methodology on this item from the State.

Jimmy Hooper made a motion to approve the section regarding only one Mayor from each county can serve on the LEO Board. Chris Dockery seconded and motion carried unanimously.

Jimmy Hooper also made a motion to table the section of the Bylaws regarding the overspending responsibilities until further clarification from the State. Travis Turner seconded and motion carried unanimously.

New WorkSource Office Location

To bring the Board up to date, GMRC Executive Director Heather Feldman reported that back in September the GMRC Council, Workforce Development Board, and the LEO Board had approved for the RC to move forward with securing the new WD Office location in the Sherwood Building. During negotiations, we were notified that the landlord had decided to demolish the strip shopping center, so that put us back to square one. The first item that needed to be taken care of was extending the lease on the Hilton Drive office location, which expired December 31, 2016, until another office could be located. With the lease extension being completed, the search for another building began. The location that is being presented now is the Chattahoochee Center located on Thompson Bridge Road. This is a very

visible location. The section of this building that we are looking at has 9,000+ SF, 50 parking spaces, over 30 offices, and six restrooms. On July 1, 2017, the One-Stop must be up and running. The One-Stop operation must be located in a facility where core partners of the One-Stop would have a physical appearance at this location. There would be 12 partners and this building has plenty of space for these partners. MOUs would be done with all partners and they would be cost sharing.

The cost for this building is \$11.50 SF with \$1.50 common area maintenance fee which totals \$13.00 per SF. The total would be \$121,264 annually or \$10,105 monthly. This is doubling our current amount, but we are also doubling the space. There is a large room which can be used for overviews and testing. The moving fee would be approximately \$20,000. The building would need some renovations such as interior painting, replacing carpet, updated computer network wiring, security system, and removal of sinks from some of the rooms. We are negotiating for a carpet allowance. The funds for rent and the move will come from the WorkSource budget. We also would apply to the State for funds for signage for the building. We are looking at a proposing a one year lease renewable up to four years. The anticipated cost of the renovations will probably be \$10,000 to \$15,000 range. The WD Board and the GMRC Council have previously approved this location.

After some discussion, Chris Dockery made a motion to approve securing the lease agreement on the Chattahoochee Center with up to \$20,000 for improvements and for WorkSource Georgia Mountains' office to be the One-Stop location. Seconded by Travis Turner and motion passed unanimously.

ADJOURNMENT

Meeting was adjourned 9:50 a.m.


Lamar Paris, Vice-Chairman (Acting CEO)